

5307.104-91 Acquisition Strategy Panels (ASPs)

(a) *General.* An ASP shall be held for all acquisitions that require a written acquisition plan in accordance with DFARS 207.103 (c) and 5307.103 (c)(i)(C), even if the acquisition plan requirement is satisfied by a Single Acquisition Management Plan (SAMP), except acquisitions for basic and applied research (6.1 and 6.2 funds) and replenishment parts. MAJCOMs, FOAs, and DRUs shall prescribe procedures for conducting ASPs. In general, each ASP should:

(1) Take place as early as possible in the acquisition planning process to develop a systematic and disciplined approach to achieve an efficient/effective acquisition; and

(2) Address user requirements, final acquisition objectives, and the alternative methods to attain those objectives. The ASP shall address all relevant requirements of the written acquisition plan (see FAR 7.105) and any other considerations needed to fully assess the planned acquisition approach.

(b) *Responsibility for convening the ASP.* For PEO and DAC Programs, the System Program Director (SPD) has responsibility for convening the ASP. For other acquisitions, the contracting officer is responsible for initiating the ASP, which will be convened in accordance with MAJCOM, FOA, or DRU procedures.

(c) *ASP chairpersons.* SAF/AQ is the ASP chairperson for ACAT I programs; however, SAF/AQ may delegate this authority to PEOs/DACs. PEOs/DACs are the ASP chairperson for their assigned non-ACAT I programs; however, this authority may be delegated (see 5301.601-92 (d)). SAF/AQ is the ASP chairperson for any A-76 cost comparisons that affect 300 or more full-time equivalents (FTEs); however, SAF/AQ may delegate this authority on individual cost comparisons. ASPs for other acquisitions in AFMC shall be chaired in accordance with procedures in the command supplement. In MAJCOMs other than AFMC, the MAJCOM Director of Contracting will chair the ASP. In other organizations, ASPs will be chaired in accordance with procedures in the organization's supplement. The ASP chairperson may designate another official to chair an ASP and may approve waivers to ASP requirements, in accordance with procedures in MAJCOM, FOA, or DRU Supplements. The rationale and approval for all ASP waivers must be documented in the contract file. When practicable, the AP/SAMP approval authority should be the ASP Chairperson.

(d) *ASP membership.* The ASP chairperson has responsibility for selecting ASP members, as follows:

(1) Legal, engineering, comptroller, and contracting communities and the user organization(s) shall be invited to participate;

(2) For acquisitions for ACAT programs, the ASP members will be from the applicable standing ASP created from the test, legal, operations, engineering, contracting/competition advocate, comptroller, logistics/sustainment, and program management areas and a representative of the Defense Contract Management Command; and

(3) Additional members should be invited as appropriate for the specific acquisition. The ASP chairperson should consider representatives from other disciplines, such as test and evaluation, logistics, manufacturing, quality assurance, competition advocate, base environmental, safety, and bio-environmental and medical (occupational health).

(e) The ASP chairperson shall ensure that minutes are prepared and distributed to principal attendees and that written recommendations are provided to the program manager or other individual with responsibility for preparing the acquisition plan or Single Acquisition Management Plan (SAMP). Written acquisition plans or SAMPs should be consistent with ASP discussions and any recommendations. Copies of the ASP minutes, the written recommendations, and disposition of any written recommendations should be included in the contract file.

(f) The person responsible for convening the ASP should consider reconvening the ASP if significant changes in program baseline or acquisition strategy occur.

5307.105 Contents of written acquisition plans.

(a) *Acquisition background and objectives.* The AP preparer shall ensure that reviewers at all management levels have access to documents referenced in the AP. Accomplish this by providing the document, reproducing and attaching pertinent extracts, or quoting the reference within the body of the plan, whichever is most practical. Documents may be referenced provided they can be made available for immediate use if needed by the reviewing officials.

(1) *Statement of need.*

PART 5307---ACQUISITION PLANNING

(A) Applicability of a Decision Coordinating Paper (DCP), Defense Acquisition Board (DAB), and/or Internal Service Reviews. Use the AP to develop the acquisition methodology contained in the DCP and to support review ac

(b) *Plan of action.*

(4) *Contracting considerations.* APs shall include major component contract actions and all other contract actions which have a significant effect on the total acquisition.

(17) *Security considerations.* APs which contain information which should not be released outside the Government shall be marked "FOR OFFICIAL USE ONLY" and handled accordingly.

(18) *Other considerations.* If any contract(s) under the AP will authorize decentralized ordering (i.e., ordering by a contracting office at any other location), describe the oversight procedures for tracking orders, enforcement of contract terms and conditions, and prevention/identification of abuses, such as issuance of out-of-scope orders.

SUBPART 5307.3---CONTRACTOR VERSUS GOVERNMENT PERFORMANCE

5307.306 Evaluation.

(b) *Negotiation.* See 5308.705 (f) for procedures relating to cost comparison studies involving the acquisition of services from workshops for the blind or severely disabled.

5307.390 Implementation of the right of first refusal.

(a) For detailed procedures related to contracting officer responsibilities in implementing the right of first refusal, see Air Force Commercial Activities Program Instruction dated July 1998.

ATTACHMENT 5315-3

Table A

AFMC Source Selection Authority (SSA) Thresholds

PEO and DAC Programs (non Information Technology)/ Other Contracting*

Threshold	SSA (Delegable [1])	SSR review
SAT to < \$10M	Contracting Officer	Technical Team Member
> \$10 M to < \$50M	Single Manager [2]	HOCO/[See note 3]
> \$50 M to < \$500M	PEO or DAC//Center CC	SCCO
≥ \$500M [4]	PDASAF (A&M)	SSAC Chairperson
A-70 OR ≥ 300 FTEs	PDASAF(A&M)	SSAC Chairperson

Major Automated Information System (MAIS) Programs and non-MAIS Information Technology Acquisitions

Threshold	SSA (Delegable [1])	SSP Review
SAT to < \$15/30M [5]	Single Manager [2]	BOCO/[See note 3]
≥ \$15/30M[5] to < \$120M and non-MAIS	PEO or DAC//Center CC	SCCO
≥ \$120M or MAIS	PDASAF(A&M)	SSAC Chairperson

^[1]Not delegable lower than the contracting officer.

^[2]Single Manager (SM) includes System Program Director (SPD), Product Group Manager (PGM), Materiel Group Manager (MGM), Technology Director (TD) and Wing Commander.

^[3] For Other Contracting, the first contracting official in the contract chain subordinate to the SCCO

^[4]Except new ACAT ID programs entering EMD (ASAF(A))

^[5]\$15/\$30M means \$15M or more in any FY or \$30M or more for all program years.

* Except for A-76 cost comparisons affecting 300 or more FTEs, AFMC/CC may designate an SSA at a level other than those listed above for a specific "Other Contracting" acquisition of less than \$500 Million.

Table B

Other MAJCOMs, FOAs, DRUs Source Selection Authority Thresholds

Other Contracting*

Threshold	SSA (Delegable ⁽¹⁾)	SSP Review
SAT to < \$10M	Contracting Officer	Technical Team Member
> \$10M to < \$500M	Commanders ⁽²⁾	Per Command Guidance
> \$500M	PDASAF (A&M) ⁽³⁾	SSAC Chairperson
A-76 on ≥ 300 FTEs	PDASAF (A&M)	SSAC Chairperson

MAIS Programs and non-MAIS Information Technology Acquisitions

Threshold	SSA (Delegable ⁽¹⁾)	SSP Review
SAT to < \$10M	Contracting Officer	SSP Review
≥ \$10 to < \$120M and non-MAIS	Commander ⁽²⁾	Per Command Guidance
≥ \$120M or MAIS	PDASAF(A&M)	SSAC Chairperson

TABLE B NOTE: If an acquisition is designated a PEO Program, the PEO is the SSA for thresholds below ASAF(A) (delegable ⁽¹⁾).

⁽¹⁾Not delegable lower than the contracting officer.

⁽²⁾Commanders of MAJCOMs, FOAs and DRUs

⁽³⁾Except new ACAT ID programs entering EMD (ASAF(A))

* Except for A-76 cost comparisons affecting 300 or more FTEs, the MAJCOM/CC may designate an SSA at a level other than those listed above for a specific "Other Contracting" acquisition of less than \$500 Million.